

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
DECEMBER 14, 2017**

Chairperson, Michelle Mohney called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:00 P.M. at the KABA offices, 2322 Nazareth Road.

Present: Michelle Mohney, Chairperson / Representative from Comstock Township
Sherine Miller, Treasurer / Representative from Kalamazoo Township
Chester Emmons, Representative from City of Parchment
Eric Cronin, Parchment Resident Member
Scott Turner, Comstock Resident Member

Absent: Jon Schurr, Secretary / Kalamazoo Resident Member
Denise Barrons, At-Large Board Member

Also present were Building Official, Mike Alwine, KABA Attorney, Robb Krueger and Office Coordinator/Recording Secretary, Penny Cassidy.

Approval of Agenda – A motion was made by Ms. Miller to approve the agenda as presented, seconded by Mr. Cronin and carried with a vote of 5-0.

Approval of Consent Agenda – A motion was made by Mr. Cronin to approve the consent agenda, seconded by Ms. Mohney and carried with a vote of 5-0.

Citizen Comments – There were no citizen comments.

City of Parchment' Representative and Resident Member – Mr. Alwine introduced Chester Emmons (Commissioner) to the KABA Board as the City of Parchment Representative and Eric Cronin as the City of Parchment Resident Member.

2018 KABA Budget – Mr. Alwine announced Comstock's Township Board had approved KABA's Budget on December 4th and Kalamazoo's Township Board approved on December 11th. He will be presenting the budget to the City of Parchment's Board on December 18th.

KABA Office – Mr. Alwine and Mr. Krueger provided an update on the status of purchasing the KABA office and will now pursue lending options.

Re-Roof Ordinance – Mr. Alwine addressed the Re-roof ordinance as listed is to finalize as: all the jurisdictions (Parchment, Kalamazoo & Comstock) have had an opportunity to address the ordinance and vote on it; all three have voted not to adopt the re-roof ordinance. Under the construction code act re-roofing is not addressed so NO building permit is required – removing of only the underlayment and shingles. Any decking or structural repairs require a building permit as addressed in the code.

Non-Client Parking – Mr. Krueger to author a liability addendum to attach to the agreement with the towing company.

Financial Statements and Reports – Mr. Alwine announced that issuance of permits is slowing down as we venture into the wintery season; KABA is sitting good with the projected expenses vs actual expenses; looking forward to a better year in 2018.

KABA Board Member Comments – Ms. Miller announced the demolition to the building on Pitcher Street is schedule to begin on Monday, Dec 18th. Ms. Miller stated she was very pleased that the Kalamazoo Township Board approved KABA’s 2018 Budget. Ms. Mohny thanked Mr. Alwine for coming the November 20th Comstock Township Board meeting to discuss KABA Budget; the board appreciates Mr. Alwine coming to the board and presenting the KABA budget. Mr. Cronin addressed that it was good to be back on the KABA Board.

KABA Staff Comments – Mr. Alwine offered details to the board about the building on Pitcher Street. Ms. Cassidy welcomed Mr. Emmons to the KABA board. Ms. Cassidy announced the pay date for the Board Member’s stipends will be moved to the last pay date of the last month of the quarter to coincide with the budget reporting to the Board.

There was no further business and the meeting was adjourned at approximately 2:25 PM.

Next Meeting – January 11, 2018 at 2:00pm at the KABA Offices.

Drafted: December 15, 2017
Approved: January 11, 2018